

Details of Meeting 24.04.2023Attending the Meeting

Julie Zasada (JZ)	John Honnibal (JH)
Siobhan Kellock (SK)	Dee Okin (DO)
Kerry Thomson (KT)	Linda Reape (LR)
Louise Sharkey (LSH)	Alan Morrison (AC)
Claire Smith (CS)	Cheryl Evans (CE)
Brogan Conway (BC)	Annie Begg (AB)

Apologies

Dee Okin (DO)	Father John Deighan (JD)
Louise McInnes (LM)	Alex Reynolds (AR)

Welcome

LSH started by welcoming everyone especially new members LR and JH.
LM has left the parent council – bowing out as daughter is leaving St Nicholas. Has been a member for a long time and the Parent Council would like to thank Louise for her hard work on the parent council and in particular the communication plan and constitution. Her hard work has been appreciated over the last 3 years and we wish her well and best wishes for her daughter's transition to high school.

SK followed LSH's welcome with a prayer

Actions of Last Meeting

Please see list at end of minutes.

Treasurers Update – JZ

JZ went through the accounts.
For academic year 31-Jul-23 to date:
Opening balance £837.07
Income: £1985.16
Expenditure: £1351.31
Current closing balance: £1470.92
Pending (Easy Fundraising): £120.13
Surplus/deficit: £1591.05

Notes since last meeting:

Donation to P7 camp from movie night and guess the bunny's name.
Clothing bin has been emptied – money will be incoming for the school from that.
CE advised approx. 53 new ties for P1s. Parent Council normally buys the ties for the P1s and distributes at the transition meeting.
St Nicks nick naks to be promoted with parents. - ACTION
Work bench has been delivered that Parent council funds purchased.

Update from the School and Headteacher Report – (SK)School Roll and Staffing.

- P3/2 Miss Kelleher left /Ms McKeown – 3 days/Mrs Doyle 2 days since Easter.
- Session 23/24 – 15 classes.

Finance

PEF:

- Funds difference between Class Teacher and Principal Teacher to oversee/coordinator all PEF interventions.
- School Literacy Development Role
- 2 Full time PSW – to implement PEF interventions
- Contribution towards cluster lead Literacy Pedagogy Officer who works with schools Literacy Champions. Feedback to be sought re allocation of funding for next session.

School Fund:

- Finance Committee (HT, PT, School Admin and Parent) – new meeting date required for this term to review spending plans.

Capital Budget DSM:

- New carpets 2 classrooms/P4/5 Corridor area and PSW room.
- 4 plus an additional 7 new promethean boards have been purchased – arriving next week

Property

- New pergola erected in ELC. Old one removed.
- P1 gates have been removed – served no purpose after peripheral fence erected.

Health and Safety

Fire Risk Assessment:

- No update

School Parking:

- CE to update re school – JRSOs
- Impact of recent interventions re car parking around the school.
- ACTION – PC to promote pledge for road safety
- ACTION – SK to follow up with road safety officer from the council re painting of road

School and ELC School Improvement Plans

- SIP 1 – HWB CE provided an update.
- SIP 2 – Literacy SK provided an update
- SIP 3 – Numeracy BC provided an update
- SIP 4 – KT provided an update
- Update – BC provided an update on Mini Vinnie's (BC)
- KT provided an update on attendance update
- Family Calendar is now up and distributed

Policy/Procedures/Guidance Updates

- CE provided an update on Equality and Inclusion (including an AntiBullying Policy) – ACTION – AB to get parent process onto 1 page
- Next session possibly Homework group.

Other News

- Relics – wonderful occasion
- Sacraments – Holy Communion and Confirmation

Fundraising

- Not a lot of fundraising last term as there was a lot of activity for SCIAF and for camp
- Curriculum café has been a success. No curriculum cafes in term 3 due to parent consultations – next will be term 1 of 2023-24 term.
- LSH suggested Frozen Friday's in June – selling ice lollies on a Friday and on sports day. This was well received and agreed to go ahead with this.
- Move night for gala day – proposed day of 31st May. BC and Parent council to organise. Will trial on Wednesday because of clashes with other clubs.

Any Other Business

- Long and short leet interviews- next training is in may – would be good to share responsibility within the team. ACTION – LS to confirm how long does the training remain valid for?
- Parent council childcare during meeting – costs for paying for PSW or an EL. Consensus was that we were happy to go with it. Would need supervision/babysitting for 2 hours for the duration of the meeting. Parent Council all voted yest to use money to pay for someone. BC to ask staff to see if they are willing to be considered to support.
- Sports day – PC would like to do a stall at sports day. Mr Muldoon would like to run in 2 groups – P1-3 and P4-7 with a family picnic in between. PC would sell snacks and juice. May need to make some changes from last year. Possibility of having teas and coffees. Need to get help from volunteer team. ACTION – liaise with volunteers and get names – promote that there's a possibility to use volunteering days from work.

LSH thanked everyone for coming and closed the meeting.

Action List

#	Action	Owner	Review date	Status
8	SK/school to promote and within school look at exploring St V de P/mini Vinnie's and justice and peace group. Could this tie in with family champs/health and well being? Conference program for 2023 – getting back to pre covid situation	SK	Apr 23	Closed – School has introduced Mini Vinnies
9	BC asked if there's anything the kids could make for the lunch – tea bags, handwritten note, place mats – BC will get back to JR with ideas	BC	Apr 23	Closed – school provided gifts for table decorations
10	Need someone to support on recruitment on depute – 23 rd march (2 parents long leet from each of the feeder schools) and 30 th of march (short leet – 2 in total) – JZ and LS to liaise and see who will support. To be in post on 5 th of June.	JZ and LS	Mar 23	Closed – JZ and CS supported interviews for Sinclair depute
11	Promote Sinclair and twitter and Facebook page	Parent Council	Mar 23	Closed

12	Create simple sheet to inform parents termly of key dates	BC	Apr 23	Closed – sheet has been distributed with good feedback
13	Promote St Nicks nick nacks to parents	AB, CS, JZ, LSH	Sept 23	Open
14	Parent Council to promote pledge for road safety	Parent Council	Sept 23	Open
15	SK to follow up with road safety officer from the council re painting of road	SK	Sept 23	Open
16	AB to get parent process onto 1 page	AB	Sept 23	Open
17	LS to confirm how long the training for long and short leet remains valid for	LSH	Sept 23	Open
18	liaise with volunteers and get names – promote that there's a possibility to use volunteering days from work.	Parent Council	Sept 23	Open